



Postsecondary and Career Education

## **DEADLINE JUNE 30<sup>TH</sup>, 2015**

### **DC OneApp Required Supporting Documents** **Checklist**

#### **DOMICILE VERIFICATION**

##### **TAX FILERS** (One of the following)

- ☐ 2014 Certified D-40 Processed Tax Return from OTR **or** Electronic OTR certification via DC OneApp
- ☐ 2014 Certified D-40 Processed Tax Return Extension **with** 2013 Certified D-40 Processed Tax Return from OTR
- ☐ Certified Stamped letter from OTR stating 2014 D-40 Tax Return was filed and processed.

##### **NON-TAX FILERS** (One of the following)

- ☐ 12-month (Jan – Dec 2014) TANF/SNAP/Food Stamp Statement
- ☐ 12-month (Jan – Dec 2014) Child Support Document
- ☐ 12-month (Jan – Dec 2014) Retirement/Annuity Document
- ☐ 12-month (Jan – Dec 2014) Social Security Disability Income (SSDI) or Social Security Income (SSI)
- ☐ 12-month (Jan – Dec 2014) Unemployment Benefits or Worker's Compensation Disability
- ☐ Ward of Court Letter (dated for 2015)
- ☐ Notarized Letter
- ☐ Other: Contact OSSE at 202-727-2824 to speak with your assigned counselor for details.

#### **DC ONEAPP FORM** (Document available at [www.dconeapp.dc.gov](http://www.dconeapp.dc.gov))

- ☐ Affirmation/Legal Disclaimer Statement (signed by applicant and parent/legal guardian)

#### **CURRENT UTILITY BILL** (One of the following)

*(Not more than 45 days old with Name, Date and Address Portion)*

- ☐ Utility Bill (gas, water, cable, electric, land line phone) – *no cell phone*
- ☐ Bank or Mortgage Statement
- ☐ Pay Stub *(Name, Date and Address Section)*
- ☐ Utility Letter, from landlord or on rental office letterhead, stating utilities are included in rent

#### **SAR** (From [www.fafsa.ed.gov](http://www.fafsa.ed.gov))

- ☐ PDF Version "Processed Successfully" *(All 5 pages)*

#### **CITIZENSHIP DOCUMENTATION** (One of the following)

*(If you or parent/legal guardian are NOT a US citizen)*

- ☐ Permanent Residence Card or Alien Registration Receipt Form I-151/551
- ☐ Certificate of Citizenship or Naturalization
- ☐ I-94 Arrival Departure Record or computer generated I-94A